



## HOURS.

4. The number of hours which shall constitute a week's work shall be 40, which may be worked between the hours of 7 a.m. and 5.30 p.m. on Monday to Friday inclusive.

## OVERTIME.

5. An employee who works outside the times of beginning and ending work fixed in Clause 4 or in excess of the number of hours fixed for a week's work shall be paid time and a half for the first two hours and double time thereafter; each day's work to stand alone.

An employer may require any employee to work reasonable overtime at overtime rates, and such employee shall work overtime in accordance with such requirement.

## TERMS OF ENGAGEMENT.

6. (a) Employees are to be engaged either as weekly or as casual employees. A weekly employee is one engaged by the week and paid by the week, and whose engagement shall be terminable by one week's notice on either side, such notice not to be continued from week to week.

(b) After one full week's work, notice of termination of employment of weekly employees may be given at any time, but one week's wages may be paid or forfeited, as the case may be, in lieu of such notice.

(c) Sub-clauses (a) and (b) of this clause shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty, or misconduct, or to deduct payment for any time the employee cannot be usefully employed because of any strike, or through any breakdown of machinery, or any stoppage of work by any cause for which the employer cannot reasonably be held responsible.

(d) A weekly employee to be entitled to the weekly wage shall be available, ready, and willing to perform his or her usual work during the days and hours usually worked by such class of employee, and may be summarily dismissed for dishonesty, misconduct, neglect of duty, or for absence from work without reasonable cause, and in the event of such dismissal the employee shall be paid only for the time actually worked.

(e) No deduction shall be made from the wages of any employee who has had not less than three months' service with the same employer, and, who is absent through illness for not more than forty hours of working time in any year of service, provided he proves to the satisfaction of the employer by statutory declaration that his absence was due to personal illness.

(f) Notwithstanding anything contained in sub-clause (e) hereof, if the full period of sick leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 120 hours of working time which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay.

For the purposes of this sub-clause service prior to the 1st February, 1945, shall be disregarded.

## CASUAL WORK.

7. Casual employees, i.e., employees who work for less than a full week, shall be paid at the ordinary wages rates calculated *pro rata* with the addition of twenty per centum, and shall receive a minimum of four hours' work at each engagement.

## MEAL ALLOWANCE.

8. Any employee required to work overtime after 6 p.m. shall be paid 2s. 6d. meal money.

## MACHINERY TO BE STOPPED DURING MEAL HOURS.

9. In any place where body hair is prepared for trade or sale, all machinery shall be stopped during meal hours.

## SHIFT WORK.

10. (i) Shift workers whilst on afternoon shift, i.e., any shift finishing after 6 p.m. and at or before midnight, shall be paid 7½ per cent. more than the ordinary rates for such shift.

(ii) Shift workers whilst on night shift, i.e., any shift finishing subsequent to midnight, and at or before 8 a.m., shall be paid 10 per cent. more than the ordinary rates for such shift.

(iii) Shift workers on permanent night shift shall be paid 25 per cent. more than the ordinary rates for such shift.

## SPECIAL RATES.

11. All work done on Sundays, New Year's Day, Australia Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, Melbourne Cup Day, Christmas Day, and Boxing Day, shall be paid for at the rate of double time; but if any other day be by Act of Parliament or Proclamation substituted for any of the above holidays, the special rates shall be payable only for the day so substituted.

## HOLIDAYS.

12. Weekly employees shall be granted the following holidays without deduction of pay:—The days observed as New Year's Day, Australia Day, Union Picnic Day, Labour Day, Good Friday, Easter Saturday, Easter Monday, Anzac Day, Melbourne Cup Day, Christmas Day, and Boxing Day, provided that any employee who is absent from his or her employment on the working day before or after a holiday without reasonable cause or without the employer's consent, shall not be entitled to payment for such holiday.

## ANNUAL HOLIDAY.

13. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946* (No. 5111), and any amendments which may be made thereto from time to time.

(In his or her own interests each employer of labour should obtain a copy of the above Act, which may be purchased from the Government Printer, Melbourne, at a cost of 9d., plus postage.)

## BOOTS TO BE PROVIDED.

14. Boots shall be provided by the employer, free of charge to employees working on wet hacking, tail pulling, and all other wet work.

## RIGHT OF ENTRY OF UNION OFFICIAL.

15. A duly accredited representative of the Federated Storemen and Packers' Union of Australia shall have the right to enter employers' establishments during the midday meal hour for the purpose of interviewing employees on legitimate Union business on the following conditions:—

(a) That he produces his authority to the employer or his representative.

(b) That he interviews employees only at the place where they are taking their meal.

(c) That not more than one representative in all be in any establishment at any one time.

(d) That no one representative visit an establishment more than once a fortnight.

(e) That if an employer alleges that a representative is unduly interfering with his establishment or is creating disaffection amongst his employees or is offensive in his methods or is committing a breach of any of the previous conditions, such employer may refuse the right of entry, but the representative shall have the right to bring such refusal before the Chief Inspector of Factories.

PIECE-WORK.

16. (a) That the lowest piece-work prices to be paid to persons for doing work of the kind specified in the following schedule shall be:—

Mixing, spinning, and curling hair with use of power .. .. .	20s. 6d. per 100 lb.
Hand spinning and/or curling of hair with use of power .. .. .	15s. 0d. per 112 lb.
Wet hackling and drafting horsehair 18 inches and over in length .. .. .	1s. 5½d. per lb.
Wet hackling and drafting horsehair under 18 inches in length .. .. .	2s. 11¼ per lb.
Drafting horsehair (already wet hackled) and containing not less than 33 per cent. of hair 18 inches and over in length—clippings not to exceed 6 per cent. .. .. .	1s. 7½d. per lb.
Drafting all other horsehair (already wet hackled)—clippings not to exceed 3 per cent. .. .. .	2s. 9¼d. per lb.
Wet hackling and drafting cowhair .. .. .	2s. 3½d. per lb.
Drafting cowhair (tails) (already wet hackled) .. .. .	1s. 10d. per lb.
Drafting a mixture of horsehair and cowhair (already wet hackled) .. .. .	3s. per lb.
Wet hackling horsehair (excluding mane hair and mane hair knots) .. .. .	29s. 6¼d. per 100 lb.
Wet hackling horsehair (including mane hair and mane hair knots) .. .. .	30s. 5¼d. per 100 lb.
Wet hackling mane hair .. .. .	58s. 5d. per 100 lb.
Wet hackling cowhair (tails) .. .. .	40s. 0d. per 100 lb.
Sorting horsehair .. .. .	1s. 9¼d. per 100 lb. extra.

A piece-worker engaged on wet hackling shall, when called upon to remove hair to and from drying rack, be paid an extra 3s. 2¼d. per 100 lb.

Employer to supply all tools and material.

In addition to the piece-work prices herein prescribed for a hand spinner the employer shall pay in full the wages of every juvenile worker who assists such hand spinner.

(b) All employees working on piece-work shall be granted the same holidays, sick leave, and annual leave as are provided for weekly wage workers, and they shall be paid for such holidays, sick leave, and annual leave, an amount based on the minimum weekly wage as set out in this Determination for the class of work performed.

**NOTE.**—To the weekly earnings of each piece-worker the sum of fifteen shillings shall be added, provided that where less than forty hours is worked in any week by any piece-worker, a proportionate amount of such sum of fifteen shillings shall be added in lieu thereof.

PERIODICAL ADJUSTMENT OF WAGES.

17. The wages set out in Clause 2 are based upon the following basic wage rates, and, pursuant to the provisions of Section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by Clause 18.

Provided that the wages of apprentices, improvers, and juveniles shall be adjusted from time to time by increasing or decreasing the said rates in the same proportion as the amount of increase or decrease of the basic wage bears to the basic wage current immediately prior to the adjustment. Such adjustments shall be calculated to the nearest three pence, half or less than half of three pence to be disregarded. Provided also that the weekly earnings of pieceworkers shall be increased or decreased by the same amount and at the same time as the basic wage.

*Basic Wage.*

Place.	Needs Basic Wage.	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State .. .. .	6 2 0	6 0	6 8 0	Melbourne

ADJUSTMENT OF BASIC WAGE.

18. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(b) Until the beginning of the first pay period to commence in November, 1949, the amounts of the Basic Wage shall be as prescribed in clause 17.

(c) During each future successive period beginning with the first pay period to commence in a November, a February, a May, or an August, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

P. A. RANGLES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 15th August, 1949.





# VICTORIA GOVERNMENT GAZETTE.

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MONDAY, NOVEMBER 14.

[1949

Factories and Shops Acts.

## DETERMINATION OF THE AERATED WATER TRADE BOARD.

NOTE.—This Determination applies to the whole of the State of Victoria.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed to "determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed in the process, trade, of business of an aerated water or cordial or non-intoxicating beer manufacturer," has made the following Determination, viz. :—

1. That as from the beginning of the first pay period to commence on or after the 8th August, 1949, the last previous Determination of this Board shall be revoked and replaced by this Determination.

### 2. JUNIORS.

Males.	Wages per Week of 40 Hours.		Females.	Wages per Week of 40 Hours.	
	£	s. d.		£	s. d.
Under 16 years of age .. .. .	1	13 0	17 years of age and under .. .. .	2	13 6
16 years of age .. .. .	2	6 6	18 years of age .. .. .	3	3 0
17 years of age .. .. .	3	3 0	19 years of age .. .. .	3	13 0
18 years of age .. .. .	3	19 0	20 years of age .. .. .	4	3 6
19 years of age .. .. .	4	19 6			
20 years of age .. .. .	5	19 0			

PROPORTION (within any factory or place).

The proportion of male juniors to adults employed shall not exceed one juvenile to two or fraction of two adults employed by the employer in the industry.

### OTHER EMPLOYEES.

	Wages per Week of 40 Hours.	
	Within 20 Miles of G.P.O., Melbourne; within 10 Miles of G.P.O., Geelong; in Warrnambool; and in Mildura and Gippsland Districts.	Elsewhere in Victoria.
<b>Adult Males—</b>	£ s. d.	£ s. d.
Cordial Maker, i.e., one who makes up either from his own or his employer's recipe .. .. .	8 8 0	8 5 0
Employee who, under the direction of the employer or foreman, is in charge of the running, adjustment, and maintenance of machinery, gas generators, or aerated water plant .. .. .	7 18 0	7 15 0
Employee operating automatic combined bottle-washing, syrrupping, bottling, sealing (or crowning), and labelling machine .. .. .	7 13 0	7 10 0
Employee machine labelling (other than automatic combined machine) and bottling aerated or carbonated waters .. .. .	7 8 0	7 5 0
Employee engaged in handling Glauber Salts .. .. .	7 8 0	7 5 0
Box repairer and wood worker .. .. .	7 13 0	7 10 0
All others .. .. .	7 5 0	7 2 0
Leading hand i.e., an employee who is authorized to exercise and does exercise supervision over the work of at least three other employees—1s. per day extra.		
<b>Adult Females—</b>		
Employees engaged syphoning, stoppering, filling essences, capsuling, sighting, cleaning, marking cases, foiling, labelling, wiping, wrapping, and peeling or cutting up fruit or vegetables .. .. .	5 1 6	4 19 3

## TERMS OF EMPLOYMENT.

3. (i) Except as provided in clause 5 hereof, employment shall be on a weekly basis.
- (ii) Employees shall perform such work as the employer shall from time to time reasonably require and an employee not attending for or not performing his duty shall lose his pay for the actual time of such non-attendance or non-performance.
- (iii) Except as to casual employees, employment shall be terminated by a week's notice on either side, given at any time during the week; or by the payment or forfeiture of a week's wages as the case may be.
- (iv) This clause shall not affect the right of an employer to deduct payment for any day or portion thereof during which the employee is stood down as a result of refusal of duty, malingering, inefficiency, neglect of duty or misconduct on the part of the employee, or to deduct payment for any day during which the employee cannot be usefully employed because of any strike or through any breakdown of machinery or due to any cause for which the employer cannot reasonably be held responsible.

This clause shall not affect the right of an employer to dismiss an employee without notice for refusal of duty, malingering, inefficiency, neglect of duty or misconduct, and in such cases the wages shall be payable up to the time of dismissal only.

## HOURS.

4. (a) Each employee shall have a fixed starting and finishing time alterable at seven days' notice.
- (b) The ordinary hours of labour of all employees shall be 40 per week; Monday to Friday inclusive, 8 hours each day exclusive of meal intervals. The said hours shall be worked within the range of hours from 6 a.m. to 6 p.m.
- (c) Meal intervals shall not be less than 40 nor more than 60 minutes in duration.
- (d) Any employee having worked five hours continuously shall thereupon be allowed time off duty without pay for at least 40 minutes.

## CASUAL EMPLOYEES.

5. A casual employee shall mean and be deemed to be any employee engaged for a less period than one full working week. He or she shall be paid per hour at a rate not less than one-fortieth of the rate prescribed for an employee engaged by the week for similar work with an addition of one-fifth. Payment of his or her wages shall not be delayed beyond the termination of his or her employment.

## WORK OF MALE JUVENILES.

6. The following work may be performed by male juveniles of any age:—Syrup room, syphoning, stoppering, capsuling, labelling, wrapping, wiping, cleaning up, marking cases, sighting, wiring, tying, stacking cases at a height of not more than five feet, and any other work of a light nature.

Provided that:—Juveniles under the age of 19 years shall not be called upon to work on machine labelling unless they are paid the rates prescribed for a male juvenile of 19 years.

## OVERTIME.

7. (a) All duty performed in excess of 8 hours on Monday to Friday inclusive, or outside the fixed starting and finishing times shall be overtime and shall be paid for at the rate of time and a half for the first four hours on any one day and double time thereafter.
- (b) An employee required to work overtime on a Saturday shall be afforded at least three hours' work or paid for three hours at the appropriate rate except where such overtime is continuous with overtime commenced on the day previous.
- (c) An employer may require any employee to work reasonable overtime at overtime rates and such employee shall work overtime in accordance with such requirement.

## MEAL MONEY.

8. An employee required to work overtime in excess of one hour and a half after the usual finishing time without having been notified on the previous day that he or she would be so required shall either be supplied with a meal or be paid 2s. 6d. by the employer.

## HOLIDAYS AND SUNDAYS.

9. (a) For the purposes of this Determination the days generally observed as the following shall be holidays:—New Year's Day, Australia Day, Good Friday, Easter Monday, Anzac Day, Labour Day, Union Picnic Day, King's Birthday, Christmas Day and Boxing Day.

(b) If any of the said named days falls on a Sunday and no week day is generally observed as such a day, a week day in lieu thereof shall be allowed to each employee and shall in respect of such employee be treated as if it were such named day.

Provided that this sub-clause shall not apply to Anzac Day.

(c) No deduction shall be made from the wage of any employee engaged by the week because of absence from work on a holiday unless without permission or reasonable excuse he or she stays away on the day next preceding or next succeeding the holiday.

(d) No deliveries whatever shall be made on Sunday or on any holiday except New Year's Day, Easter Monday, or Boxing Day.

(e) All work performed on Sundays shall be paid for at the rate of double time and all work performed on Holidays provided for by this Determination shall be paid for at the rate of single time extra with a minimum of four hours in either case.

## ANNUAL HOLIDAY.

10. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, No. 5111, and any amendments which may be made thereto from time to time.

## SICK LEAVE.

11. (a) An employee on weekly hire who is absent from work on account of personal illness, or on account of injury by accident arising out of and in the course of his employment, shall be entitled to leave of absence, without deduction of pay, subject to the following conditions and limitations:—

- (i) He shall not be entitled to paid leave of absence for any period in respect of which he is entitled to Workers' Compensation.
- (ii) He shall not be entitled to paid leave of absence unless he has been in the service of the employer concerned for at least three months immediately prior to such absence.
- (iii) He shall within 24 hours of the commencement of such absence inform the employer of his inability to attend for duty and, as far as practicable state the nature of the injury or illness and the estimated duration of the absence.
- (iv) He shall provide satisfactory evidence that he was unable on account of such illness or injury to attend for duty on the day or days for which sick leave is claimed.
- (v) He shall not be entitled in respect of any year of employment (whether in the employ of one employer or of several) to leave in excess of 40 hours of working time, or a proportionately less time during any shorter period of employment.

(b) For the purpose of administering paragraph (v) of sub-clause (a) an employer may within one month of this Determination coming into operation or within two weeks of the employee entering his employment require an employee to make a sworn declaration or other written statement as to what paid leave of absence he has had from any employer during the then current year; and upon such statement the employer shall be entitled to rely and act.

(c) Sick leave shall accumulate from year to year so that any part of the week which has not been allowed in any year may, subject to the conditions prescribed by this clause be claimed by the employee and shall be allowed by the employer in any subsequent year of employment. Provided that sick leave where accumulated pursuant to this sub-clause shall be available to the employee for a period of two years, but for no longer from the end of the year in which it accrues.

(d) Notwithstanding anything elsewhere contained in this clause an employee shall not be deprived of his rights which shall have accrued in respect of service prior to the coming into force of this Determination.

MIXED FUNCTIONS.

12. Where an employee is called upon to perform two or more classes of work on any one day he or she shall, for the purpose of assessing the wages to be paid, be deemed to have worked a day at the class for which the highest rate of wages is prescribed.

WATERPROOF CLOTHING AND BOOTS.

13. Where it is necessary for an employee to wear waterproof clothing or boots or clogs, they shall be provided by the employer. The question as to whether waterproof clothing or boots or clogs are necessary for any employee shall be settled by agreement between the employer and the employee and in default of such agreement by the Chief Inspector of Factories.

GLOVES.

14. All employees working on bottling machines or required to bring their hands in contact with broken glass shall be supplied with suitable protective gloves by the employer.

FIRST AID KIT.

15. First aid kit as now required under the Factories and Shops Acts shall be provided by the employer in each factory and in the event of an accident occurring the first aid attendant shall be allowed reasonable time to attend to employees concerned in such accident.

TIME AND WAGES SHEETS.

16 (a) All employers shall keep a time sheet and a wages sheet which may be either combined or separate, and which shall be entered in ink, showing the hours worked each day and the wages paid to each employee.

(b) The time sheet and the wages sheet shall, as to entries therein in respect of employees covered by this Determination, be open for inspection to a duly accredited official of the Federated Liquor and Allied Trades Employees' Union of Australasia during the usual office hours at the employer's office or other convenient place. Provided that no inspection shall be demanded unless the secretary or district secretary or organizer of such union suspects that a breach of this Determination has been committed: Provided also that only one demand for such inspection shall be made in any one fortnight at the same establishment.

UNION OFFICIALS.

17. The Secretary or Organizer of the Federated Liquor and Allied Trades Employees' Union of Australasia, may enter the employer's premises for the purpose of interviewing employees on legitimate union business during the midday meal break, providing he first reports to the employer and obtains his approval to enter, which approval shall not be withheld except for a reasonable cause.

EXHIBITION OF DETERMINATION.

18. This Determination shall be exhibited by each employer on his premises in a place accessible to all employees.

PERIODICAL ADJUSTMENT OF WAGES.

19. The adult male wages rates set out in clause 2 are based upon the following basic wage rates and, pursuant to the provisions of section 21 of the Factories and Shops Act 1934, shall be automatically adjusted as prescribed by clause 20.

Basic Wage.

Place.	Needs Basic Wage. (Adjustable).	Constant Loading.	Total Basic Wage.	Index Number Set Assigned.
Within 20 miles of G.P.O., Melbourne	£ s. d.	s. d.	£ s. d.	Melbourne
Within 10 miles of G.P.O., Geelong, at Warrnambool, and in Mildura and Gippsland Districts	6 2 0	6 0	6 8 0	
Elsewhere in Victoria—3s. less than the contemporaneous basic wage for Melbourne				

ADJUSTMENT OF BASIC WAGE.

20. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(b) Until the beginning of the first pay period to commence in November, 1949, the amounts of the basic wage shall be as prescribed in clause 19.

(c) During each future successive period beginning with the first pay period to commence in a November, a February, a May, or an August, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

(d) The minimum rates of wages for adult females shall be the undermentioned percentages of the contemporaneous needs basic wage prescribed for the area in which they are employed and in addition thereto the constant loading and additional amounts specified.

Classification.	Percentage of Needs Basic Wage.	Constant Loading.	Additional Amount.
	Per Week.	Per Week.	Per Week.
		s. d.	s. d.
Adult females	75	3 0	7 0

*Juniors.*

(e) The minimum rate of wage to be paid to juniors shall be as follows:—

(i) *Males.*

	Percentage of "Needs" Basic Wage.	Constant Loading.	Additional Amount.
	Per Week.	Per Week.	Per Week.
		<i>s. d.</i>	<i>s. d.</i>
Under 16 years of age .. .. .	25	0 6	2 0
16 years of age .. .. .	35	0 9	3 0
17 years of age .. .. .	47½	1 0	4 0
18 years of age .. .. .	60	1 0	5 0
19 years of age .. .. .	75	2 0	6 0
20 years of age .. .. .	90	2 0	7 0

(ii) *Females.*

	Percentage of "Needs" Basic Wage.	Constant Loading.	Additional Amount.
	Per Week.	Per Week.	Per Week.
		<i>s. d.</i>	<i>s. d.</i>
17 years of age and under .. .. .	40	1 0	3 6
18 years of age .. .. .	47½	1 3	4 0
19 years of age .. .. .	55	1 6	4 6
20 years of age .. .. .	62½	2 0	5 0

(f) The wages of junior males and junior females shall be calculated to the nearest sixpence; any exact threepence in the result to be reckoned as sixpence.

P. A. RANGLES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 31st August, 1949.



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**DETERMINATION OF THE WATCHMEN'S BOARD.**

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**NOTE.**

A notice of appeal to the Industrial Appeals Court has been lodged against certain parts of the Determination.

Section 22 (2), Act 4874, provides that, when an appeal is made in accordance with that Act, the Determination or part thereof appealed against shall not come into operation until the appeal has been dealt with by the Court.

10588/49.

**SPECIAL RATES.**

6. Time and a half shall be the special rate for all work done after 12 noon on Saturday and all work done on Sunday, and double time for all work done on New Year's Day, Australia Day, Good Friday, Easter Monday, Labour Day, Anzac Day, King's Birthday, Christmas Day, and Boxing Day; but if any other day be by Act of Parliament or Proclamation substituted for any of the above-named holidays, the special rate shall only be payable for work done on the day so substituted:

Provided that a person who is directed by his employer to absent himself from duty on any of the days above mentioned shall if he is unable to complete 44 hours' work in that particular week, be paid ordinary rates for any such day on which he is absent.

**TRAVELLING TIME AND FARES.**

7. Any watchman employed on wharfs, ships, &c., away from the Melbourne wharfs and Victoria Dock shall be paid for travelling time at the ordinary rate together with all fares necessarily incurred by the most economical means of travel from and to the place of engagement to and from the place of employment.

**EMPLOYEE PROVIDING OWN BICYCLE.**

8. Any patrol watchman required by his employer to provide his own bicycle shall receive 1s. per week extra.

**MINIMUM PAYMENT.**

9. Any watchman called up for duty shall receive at least four hours' pay.

**PAYMENT FOR MEAL TIMES.**

10. No deduction shall be made in an employee's time for a meal period of 30 minutes unless he is permitted to leave his employer's premises for such meal. An employee shall not be required to punch clocks during the meal period of 30 minutes.

**MEAL ALLOWANCE.**

11. Where an employee is directed by the employer to work more than two hours into the next shift he shall be supplied by the employer with a meal or be paid a meal allowance of 2s., provided he was not notified the previous day that he would be required to work.

**ANNUAL HOLIDAY.**

12. (a) The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946, No. 5111*, and any amendments which may be made thereto from time to time.

(b) In addition to the leave prescribed by sub-clause (a) hereof, watchmen who, whilst in continuous employment by the same employer may, under the terms of their employment be required to work on Sundays and Public Holidays, and who, in each week of 44 hours work 5 or more shifts in the following manner:—

- (i) in each alternate week, afternoon or night shift respectively, or
- (ii) in 3 rotating shifts which shall include afternoon and night shifts, shall be allowed seven consecutive days' leave, including non-working days, without deduction of pay.

For the purpose of this sub-clause afternoon and night shift shall mean in such cases where employees are not changed to day shift.

(c) Where an employee with twelve months' continuous service is engaged for part of the twelve-monthly period as a shift worker as prescribed in sub-clause (b) hereof, he shall be entitled to have the period of two weeks' annual leave prescribed by the said Act increased by one half day for each month he is continuously engaged as aforesaid.

(d) If in any twelve-monthly qualifying period a shift worker as prescribed in sub-clause (b) hereof lawfully leaves his employment or his employment is terminated by the employer through no fault of the employee, the employee shall be paid, in addition to all other amounts (including any payment in lieu of annual leave as prescribed by sub-clause (a) hereof) due to him, an amount equal to one-fiftieth of his ordinary pay for the period of employment as a shift worker.

**SICK LEAVE.**

13. (a) An employee, except wharf watchmen as defined in clause 3, who has been in the service of an employer for not less than three months, shall be entitled to sick leave of absence for a maximum aggregate of forty-four hours of working time with full pay during each subsequent twelve months' service provided he produces satisfactory evidence to his employer that such absence was caused by ill-health or an accident.

(b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed above is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding eighty-eight hours of working time, which shall be the maximum amount of leave to which an employee shall be entitled in any year without deduction of pay. For the purposes of this sub-clause service prior to 18th November, 1946, shall be disregarded.

**PERIODICAL ADJUSTMENT OF WAGES.**

14. The wages rates set out in clauses 2 and 3 are based upon the following basic wage and, pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed in clause 15, provided that for every increase or decrease of 1s. in the basic wage the rates in clause 2 shall be increased or decreased by 1/1 and the rates in clause 3 shall be increased or decreased by 1/4.

**BASIC WAGE.**

Place.	Needs Basic Wage (Adjustable.)	Loading Constant.	Total Basic Wage.	Index Number Set Assigned.
	£ s. d.	s. d.	£ s. d.	
Throughout the State .. .. .	6 4 0	6 0	6 10 0	Melbourne

**ADJUSTMENT OF BASIC WAGE.**

15. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting, to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(b) Until the beginning of the first pay period to commence in February, 1950, the amounts of the Basic Wage shall be as prescribed in clause 14.

(c) During each future successive period beginning with the first pay period to commence in a February, a May, an August, or a November, the amount of the needs basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor .087 taken to one place 0 decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach .5 or more the basic wage shall be taken to the next higher shilling.

P. A. RANGLES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 12th October, 1949.